



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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NOTICE & AGENDA OF THE MEETING OF THE ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

Pursuant to Arizona Revised Statutes 38-431.02, notice is hereby given to the members of the Arizona Board of Occupational Therapy Examiners ("Board") and the General Public that the Board will hold a Meeting open to the public on **September 18, 2009** beginning at **1:30 p.m.** in Room **218, 5060 North 19th Avenue**, Phoenix, Arizona. Members of the Board will attend either in person or by telephone conference call. A copy of this Agenda is available by writing to the Board's mailing address. As indicated below, during the course of the meeting, the Board may vote to go into Executive Session, which will not be open to the public, to discuss certain matters. This Agenda is amendable up to twenty-four hours prior to the meeting.

Upon a vote of the majority of a quorum, the Board may go into Executive Session on any item on the agenda to obtain legal advice from the Board's attorneys pursuant to A.R.S. § 38-431.03(A)(3).

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Wendy Hammon at telephone number (602) 589-8352 or at the TDD number 1-(800)-367-8939. This document is available in alternate format by contacting Wendy Hammon at (602) 589-8352 or at the TDD number 1-(800)-367-8939.

AGENDA

1. **Call to order**
2. **Roll call**
3. **Discuss, Amend and Approval of Minutes**

Upon a vote of the majority of a quorum, the Board may go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) to discuss records exempt by law from public inspection.

- a. Regular Session Minutes of August 14, 2009

4. **Declaration of Conflicts of Interest**

5. Review of Future Board Meeting Schedule

- a. October 9, 2009
- b. November 13, 2009

Items for Board Review, Discussion and Legal Action

The following agenda items are subject to Board review, discussion and legal action. Upon a vote of the majority of a quorum, the Board may go into Executive Session on any of these items for the purpose of obtaining legal advice from the Board's attorney, or to discuss records that are exempt by law from public disclosure pursuant to Arizona Revised Statutes § 38-431.03(A)(2) and (3).

6. Review, Discussion & Possible Action - Complaints, Investigations and Compliance

a. Initial Review of Complaints

- 1. Nancy Conrad, License No. 0090, complaint no. 09-OT-0090

b. Complaint Action Status Report

- 1. Matthew Strang, 09-OT-4134
- 2. Shannon Brown, 08-011-C
- 3. Darryl Ramsey, 09-OT-1548
- 4. Teresa Baehner, 09-OT-3956
- 5. Sarah Perkins, 09-OT-3945
- 6. Susan Nesbit, 09-OT-4090 (new)
- 7. Nicole Kell, 09-OT-4332 (new)
- 8. Doris Mesch, 09-OT-4144 (new)

7. Licenses

Substantive review, discussion, and vote regarding the applications for licenses as follows:

- a. Initial applications: See attached listing
 - i. Bert Guy
- b. Renewal of licenses: See attached listing
 - i. Wendy Burkholder OT
 - ii. Daniel Scott OT
 - iii. Darcie Bulger OT
 - iiii. Karen Rice OT
- c. Limited Permits: See attached listing

8. Review, Discussion and Possible Action - Other Board Business and Reports

- a. Executive Director Position

9. Review, Discussion and Possible Action - Administrative Matters

- a. Revenue and Expenditure Report
- b. Administrative Project Status and Communication Report
 - Office Space
 - Lawsuit
 - Risk Management
 - Board Members
 - Policies and Procedures
 - Attorney General's public records request
 - HB2306
 - Governor's Office – rule making
 - Joan Catherine LeRoux – continuing education
- c. Agency Operations
 - Delegation of authority

10. Call to the Public

The Board may make an open call to the public during the meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the Board on any issue within its jurisdiction. Public input is encouraged, and presentations should be limited to five minutes. Please be aware, however, that pursuant to A.R.S. § 38-431.01(H), members of the Board are not allowed to discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. However, the Board may ask staff to review a matter or may ask that a matter be placed on a future agenda.

11. Adjournment